

**Office of Administration**  
**Karen Boeger, CPPB - Director**  
**Division of Purchasing & Materials Management**

Carla Duppong, Administrative Assistant  
573-751-3273  
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**Services Section**

**Cindy Stafford, CPPB – Assistant Director – Procurement**

Phone: 573-751-3273  
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**Laura Ortmeyer – Services Section Manager – Buyer #45**

Phone: 573-751-4579  
E-Mail: laura.ortmeyer@oa.mo.gov

- Managed Care
- Medicaid/Medicare Consulting
- License Office Services
- Mailing and Delivery Services
- Special Service Projects

**Donna Temmen – Section Support**

Phone: 573-751-1697  
E-Mail: donna.temmen@oa.mo.gov

**Julie Kleffner, CPPB – Buyer #88**

Phone: 573-751-7656  
E-Mail: julie.kleffner@oa.mo.gov

- Human/Client Services - DMH
- Human/Client Services - Corrections
- Human/Client Services – DOSS
- Human/Client Services – DESE
- Refugee and Native American Services
- Crisis Intervention/Crime Victim Services

**Megan Howser – Buyer #22**

Phone: 573-1686  
E-Mail: megan.howser@oa.mo.gov

- Lab Services–Criminal/ Environmental/Property
- Hazardous Substance Inspection, Testing & Removal Svcs
- Water Treatment Services
- Environmental and Ecological Studies& Svcs
- License Office Services

**Jacque Satterlee – Buyer #27**

Phone: 573-751-4925

E-Mail: jacqueline.satterlee@oa.mo.gov

- Temporary Help Services
- Transcription Services
- Interpreter and Translation Services
- Court Reporting Services
- Employee Recruitment
- Training Services
- Job Development and Training, including for Clients
- Therapy Services – Speech, Occupational, Physical, Etc.
- Drug Testing Services
- Investigation/Security Services
- Examination Services
- Research Services

**Leslie Kemna – Buyer #18**

Phone: 573-751-4887

E-Mail: leslie.kemna@oa.mo.gov

- Health Programs
- Medical and Health Related Services
- Pharmacy Services
- Laboratory Services – Medical

**Vacant – Buyer**

Phone: 573-751-

E-Mail: leslie.kemna@oa.mo.gov

- Printing Services
- Publication Design and Production Services
- Food and Vending Services
- Warehousing/Storage Services
- Laundry/Uniform Services
- Auction Services
- Conference Services
- Transportation and Travel Services

**Stacia Dawson, CPPB – Buyer #11**

Phone: 573-522-3052

E-Mail: stacia.dawson@oa.mo.gov

- Advertising, Public Relations, Marketing
- Audio/Visual Duplication /Production Services
- Educational Services
- Management/Conslt Services
- Exhibit Design/Construction Services
- Real Estate Services

**Molly Berkbigler – Buyer 06**

Phone: 573-751-8900

E-Mail: molly.berkbigler@oa.mo.gov

- Janitorial Services
- Solid and Liquid Waste Disposal Services
- Recycling Services
- Building/Grounds Maintenance Services
- Trash/Hauling Services

**Kyle Wilde – Buyer #26**

Phone: 573-751-4148

E-Mail: kyle.wilde@oa.mo.gov

- License Office Services
- Accounting, Auditing and Bookkeeping Services
- Insurance Services
- Actuarial Services
- Legal Services/Expert Witness/Utility Consulting
- Financial Services - Banking, Collection, etc.